



TOWN OF ADAMS

SELECT BOARD MEETING MINUTES

WEDNESDAY, July 1, 2015 – 7:00 PM

TOWN HALL MEETING ROOM, 1st FLOOR, ADAMS, MA 01220

On the above date the **Board of Selectmen** and held a regular meeting at the **Adams Town Hall**. **Chairman Blanchard** presided the meeting. Present were **Members Joseph Nowak, John Duval,** and **Arthur Harrington**. *Vice Chairman Jeffrey Snoonian was absent.* Also in attendance were **Town Administrator Tony Mazzucco** and **Town Counsel, Ed St. John III.**

The Select Board Meeting was called to order by Chairman Blanchard at 7:00 p.m.

The Pledge of Allegiance was recited.

READING OF THE MINUTES

- June 17, 2015
- June 24, 2015

Motion made by Member Nowak to waive the reading and accept the minutes for June 17, 2015 and June 24, 2015 as written

Second by Member Duval

Unanimous vote

Motion passed

PUBLIC COMMENT

Chapter 90 Funds

Jeff Lefebvre requested a follow-up on the plan for the Chapter 90 funds.

The DPW Director will be putting together a presentation on the plan for Chapter 90 funds.

Annual Town Meeting

Jeff Lefebvre advised he felt the town meeting went well and was a spirited debate.

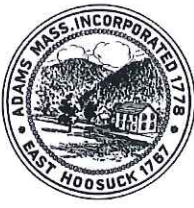
Budget Increases

Jeff Lefebvre reviewed how much the school budget went up and the amount of Free Cash and Stabilization Funds went down between the years 2005 and 2015. He suggested the Select Board sit down with the school district because funding requests are devastating to the tax payers. He expressed concern because citizens are worried about how they are going to pay their bills.

Fireworks and Veterans

Jeff Lefebvre announced that with the 4th of July upcoming, those setting off fireworks should take into consideration that many veterans have PTSD and fireworks may be devastating to them.

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TOWN CLERK
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CLERK



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SELECT BOARD MEETING MINUTES

NEW BUSINESS

Adams Fire Department Insurance Services Offices (ISO) Report

Fire Chief Paul Goyette clarified that the Adams Fire Department consists of 5 people, himself and 5 officers. He spoke to the Select Board representing both Adams Fire Department and the Adams Fire District.

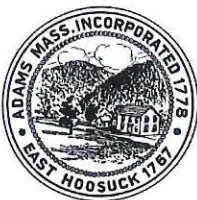
Fire Chief Goyette advised the Board that he was contacted by the ISO to do a Public Protection Classification (PPC) assessment in the Town of Adams. The ISO collects information on municipal fire protection efforts throughout the United States and assigns a PPC status, which helps with planning and provides incentives and rewards. The community was rated a 5/9; 5 for houses and businesses inside district and outside the district is a 9. The ISO rating is now dropped to a better rating of 3, effective September 1st. Depending on individual insurance, residents in Adams in district will see break on homeowners' insurance. Unfortunately there is no break for those outside the fire district. He encourages homeowners to talk to the carrier of their homeowners insurance to make sure they have been notified by the ISO of the change. Out of 47,000 fire districts served by this program, 2,981 have a 3 rating. Pittsfield is a Level 4. He expressed pride in the firefighters of the community. He advised there are other requirements to get to the next level, such as monthly requirements of structural fire training, certified training on mechanics, pump tests through the National Fire Protection Agency, and annual Ladder Truck servicing and testing. He noted that it would be difficult to get to the next level, but it could be strived for. He also noted that Tony Piscioneri, an Emergency Services Dispatcher, went to the schools and daycares to do fire prevention liaison work, which helped. In order to better the rating for those outside of the Fire District, having a larger water supply at the station would help.

Board Members expressed gratitude and thanks to all Fire Departments and the Water Department personnel for the wonderful job they are doing to protect the community.

Request for Approval of Events

- **Park Street for Street Fair July 27, 2015**
- **Center Street for Cruz Night on July 30, 2015**
- **Dash for Dana Memorial Road Race August 9, 2015**
- **015 Concert Series, Sundays July 12 – August 23, 2015**
- **2015 Friday Night Movies July 24 – August 14, 2015**
- **Susan B. Anthony Days, July 25 – 31, 2015**
- **2015 Pedal & Plod, July 26, 2015**
- **Historical Society Event, "Past Life of Town Hall" July 29, 2015**
- **Adams Farmers & Artisans Market July 12 - October 4, 2015**

When approving facility use, the Select Board did not separately approve the events. The insurance company advised this also needed to be done for coverage.



TOWN OF ADAMS SELECT BOARD MEETING MINUTES

Motion made by Member Duval to approve above listed events

Second by Member Harrington

Unanimous vote

Motion passed

Request Permit Fee Reduction for Town-Wide Tag Sale

In a letter received from **Haley Meczywor**, the **Town Clerk**, a request was made to reduce the Tag Sale permit fee from \$2 to \$1 only for this event to encourage citizens to join.

Citizens were reminded to take down the Tag Sale posters after the event is over.

Town Administrator Mazzucco will inquire from the Town Clerk as to where the funds go, but it is likely they go into group advertising for the Town-Wide Tag Sale.

Motion made by Member Harrington to reduce the \$2 Tag Sale fee to \$1 for Town-Wide Tag Sale Event on August 8, 2015

Second by Member Duval

Unanimous vote

Motion passed

Outreach Coordinator Ratifications

Subject to the Select Board's ratification, Town Administrator Mazzucco has appointed *Barbara Proper* and *Nicole Leighton* to the part time Outreach Coordinator positions. Both are expected to begin their 18 hour per week positions in July at Grade 9, Step 1, at a rate of \$21.28 per hour. An explanation was given to outline what an Outreach Coordinator does. There were 9 applicants for these positions.

Motion made by Member Harrington to ratify Barbara Proper and Nicole Leighton for the Part Time Outreach Coordinator positions

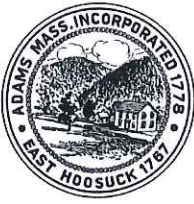
Second by Member Duval

Unanimous vote

Motion passed

Community Development Specialist/Code Enforcement Officer

Town Administrator Mazzucco explained that due to some retirements the Town was able to split the positions of Code Enforcement Officer and Community Development Specialist into part time positions, overseen by Community Development Director Donna Cesan. Scott Koczela will remain the Code Enforcement Officer for 2 days per week in the Board of Health area and will work 3 days per week in the Community Development Department. Both positions would pay a Grade 9, Step 10, which would reflect Mr. Koczela's enhanced skillset and ability to do housing inspections.



TOWN OF ADAMS SELECT BOARD MEETING MINUTES

It is a higher grade for the position, and the job description has not changed. The vacant Community Development position was able to balance out to the same rate of pay for Mr. Koczela, and the position is consistent with the grant funding requirements. Half of the Community Development Specialist position will not be filled, and the remaining hours of the position will be held open until the end of the year. The funds could be spent less on staffing and more on engineering. The Block Grant funding is done yearly, and if the funding is not received this position would be reduced.

Board discussion ensued regarding length of service to the Town and a desire to reduce through attrition by retirement rather than staff layoffs.

Motion made by Member Duval to ratify Scott Koczela to the Community Development Specialist/Code Enforcement Officer position

Second by Member Nowak

Voted in favor were Chairman Blanchard and Members Nowak and Duval

Voted in opposition was Member Harrington

Motion passed

SUBCOMMITTEE/LIAISON REPORTS

School Committee Meeting

Member Nowak went to the School Committee meeting in Cheshire but discovered it had been cancelled.

Legislative Liaison

Member Nowak advised *State Representative Gail Cariddi* will be coming before the Select Board on July 15th to discuss the State Budget, which is in the Committee and has not been signed. He advised they also discussed unfunded mandates such as the school district issue with transportation.

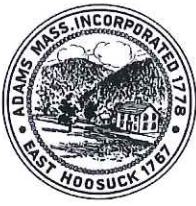
Berkshire Regional Planning Commission (BRPC)

Member Duval advised the Town of Adams, through BRPC, applied for a grant for Stormwater Regulations and an amount was awarded through MA DEP for \$50,000. BRPC will work with local towns to develop a plan to manage the costs of Stormwater System compliance. BRPC will work with the communities to quantify the costs of the programs and in funding structures. He advised he will report to the Board how it moves forward. The Town of Dalton put away \$10,000 per year in anticipation of the Stormwater Regulations but the Town of Adams had not done that. This plan will help Adams to manage the costs.

ADMINISTRATOR'S REPORT

New England Holocaust Museum

Details are being finalized to host the *New England Holocaust Museum* temporarily in the Town of Adams. The display is expected in August.



TOWN OF ADAMS SELECT BOARD MEETING MINUTES

General Municipal Finance

July 21st at 6:30 p.m. there will be a General Municipal Finance meeting for the Finance Committee at Town Hall. Future topics will include school finance, labor and benefit costs. General information to be reviewed is fund types, fund balances, what the process is, what the funds are, and how they are generated. This is being done outside of Budget Season to help make Budget Season run more smoothly. There will be meetings also with the Schools and another with BART. A review will be done of benefit plans, what STEPs and COLAs are, and getting as much training for the Finance Committee as possible. The Finance Committee will work directly with the Assessor, review what the levy limit is, and discuss what a Proposition 2 ½ Override is and what it really means.

Meals and Lodging Taxes

Information will be sent out within the next couple weeks to area businesses regarding the Meals and Lodging Taxes. The increase in taxes will commence on October 1st.

Planning Board Joint Meeting

A desire was expressed to have a joint workshop on Monday, July 27th with the Planning Board to ask questions and understand the process for 40R Density Zoning for downtown use. Town Administrator Mazzucco will check with Community Development Director Cesan to see if it would be advantageous to have the Zoning Board at the meeting as well.

Green Communities Designation

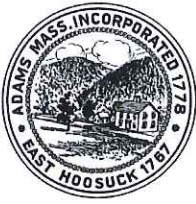
The Town is preparing to apply for the Green Communities designation and will be moving forward.

Meeting in Adams Free Library

Next week's Select Board workshop will be held at the Adams Free Library. A tour of the building will take place and then reconvene in the *Grand Army of the Republic (GAR) Hall* for regular business items.

TOWN COUNSEL REPORT

Town Counsel St. John III advised he continued work for the easements on the *Rail Trail Project* and researched and provided a response on a potential litigation issue. He responded to a request about the process for summoning a bar owner to the Select Board for a disciplinary hearing. He attended a staff meeting concerning the *Annual Town Meeting*, reviewed the *Annual Town Meeting Warrant Articles* for potential issues particularly as related to citizens' petitions and prepared for and participated in the *Annual Town Meeting*. He responded to a question concerning the *Economic Development Commission* and responded to a request concerning the Town's responsibility to claim private property.



TOWN OF ADAMS SELECT BOARD MEETING MINUTES

ANNOUNCEMENTS AND GOOD OF THE ORDER

Animal Shelter Volunteer of the Year

Member Nowak congratulated resident **Nancy Racine** for being *Volunteer of the Year* at the *Eleanor Sonsini Animal Shelter*.

Fireworks

Member Nowak encouraged those utilizing fireworks on July 4th to be careful because it is easy to have a serious injury.

Handicapped Parking Signs

Member Nowak inquired when the signs will be up for handicapped parking.

They are anticipated in the very near future.

Signs for Local Businesses

Member Nowak inquired what needed to be accomplished for the two new stores, Stockmans and the Bike Rental to be able to put up advertising signs.

Town Administrator Mazzucco will check with the Building Inspector to see if there are delays.

Scenic Railway Purchase Agreement

Member Nowak announced the purchase of the *Scenic Railway* was finally completed so it will go forward.

The State concluded the purchase of the Adams portion of the *Scenic Rail Project*, which is a big milestone. Now that purchase has taken place, expect construction to start soon, and the building is already being worked on. The framing for the roofing is already up. Praise was given to *Community Development Director Donna Cesan*, other colleagues in North Adams, and *Mayor Alcombright*.

Adams Farmers & Artisans Market

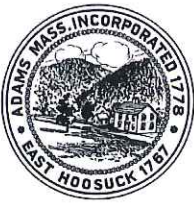
Chairman Blanchard advised the *Adams Farmers & Artisans Market* season begins Sundays from 9:00 a.m. to 1:00 p.m. from July 12th through October 4th. Interested vendors are encouraged to contact Town Hall for applications.

Select Board Workshop at the Adams Free Library

Chairman Blanchard reminded the public that the Select Board Workshop meeting on July 8th will be held at the *Adams Free Library* in the *Grand Army of the Republic (GAR) Hall*.

Employee Retirement

Town Administrator Mazzucco congratulated and wished good luck to **Joyce Kwasniowski** of the *Town Assessor's Office* who retired after many years of service.



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ADJOURNMENT

Meeting Adjournment by Select Board

Motion made by Member Duval to adjourn

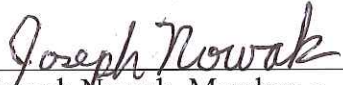
Second by Member Nowak

Unanimous vote

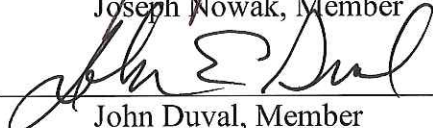
Motion passed

Meeting adjourned at 7:55 p.m.


Respectfully Submitted by Deborah J. Dunlap,
Recording Secretary.



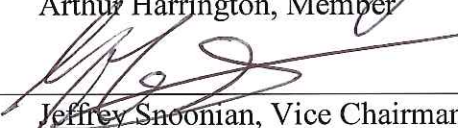
Joseph Nowak, Member



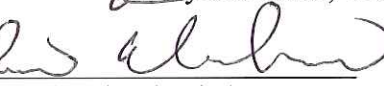
John Duval, Member



Arthur Harrington, Member



Jeffrey Snoonian, Vice Chairman



Richard Blanchard, Chairman